

# ~ June 2015 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> 8-12pm Basic Word - T 8-12: Ethics @ ESC Cotton D	<b>2</b> 9:30-11 What is Health and Wellness @ La Placita Airport	<b>3</b> 10-12pm SHP @ WLC - D 9-12 Shape It Up I @ Ci ty 3	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b> NEO Dave / Lydia  DDC 7am-2pm @ DOT	<b>9</b> NEBO  9:30-11 What is Health and Wellness - @ O'Rourke Rec	<b>10</b>	<b>11</b> 9-12 Performance Eval @ WLC - L  2 - 4 Sexual Harassment @ Cotton Patch ESD - T	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> 10-12 FreshStart\Tobacco Cessation @ SM  8 -10 Sexual Harassment @ Cotton Patch ESD - L	<b>16</b> Record Mgmt Training 2-4:30 @ WLC  10-12 SHP @ Zoo 2-4 SHP @ Zoo	<b>17</b> 10-12 FreshStart @ SM  Coach 1st; Discipline Last - L Sun Metro 9-12 Shape it Up II @ City 3 Bldg	<b>18</b> DDC 7am-1pm @ Facility & Fleet Maintenance  10:30-12 Fit to Grow @ Cotton Patch ESD 10-12 Ethics @ Zoo 2-4 SHP @ Zoo	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b> NEO Timo / Dave	<b>23</b> NEBO	<b>24</b>  DDC 9-4:30 pm @ Health	<b>25</b> 10:30-12 Fit to Grow @ Cotton Patch ESD 1-5 Team Building - T&M @ WLC	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b> 8-12 PIP - L @ WLC	<b>30</b>	Notes: Topics with a blue background are to be presented by EAP conact Lydia or Jessica			

# ~ July 2015 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Notes:</b> Topics with a blue background are to be presented by EAP contact Jessica			<b>1</b> 1-5p Basic PowerPoint HR Testing Rm 8:30-9:30 Time Mngt - EAP @ WLC	<b>2</b>	<b>3</b>	<b>4</b> Independence Day
<b>5</b>	<b>6</b> NEO	<b>7</b> NEBO	<b>8</b> 8-12p Critical Thinking WLC Eating your way to Wellness 2-4 @ WLC	<b>9</b> 8:30-10:30 Interview Architect - WLC 1-4 pm - Basic Training SunMetro	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b> DDC 7:30 - 1:30 @ Env Svcs	<b>14</b> 8-5 Customer Service WLC Every 2 Hrs - All Day	<b>15</b> 1-4pm Benefits & Risk Mngt - TBD	<b>16</b> DDC 7-1:30 @ Fleet Svcs 1-4pm Safety Leadership IV - TBD	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b> NEO	<b>21</b> NEBO	<b>22</b> 9am-4pm DDC @ EPWU 2:00-3:00 Assertiveness Training - EAP - @ WLC	<b>23</b> 1-4pm Hazard Recog - WLC 8:30-12:30 Lominger HR Testing Room	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b> 8-10 Ethics - WLC	<b>28</b> 1-3pm SHP - WLC	<b>29</b> 8-12 Basic Excel - HR Testing Room	<b>30</b> 8-12 Team Building - WLC	<b>31</b>	

# ~ August 2015 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Notes: Topics with a blue background are to be presented by EAP contact Lydia or Jessica						1
2	3 NEO	4 NEBO	5  Education Fair 10am-2pm @ City Hall	6  Education Fair 1-4pm at MSC	7	8
9	10 1-5pm Basic Excel HR Testing Room	11 1-5pm Critical Thinking - WLC 9:30-10:30 Stress Mgmt.-EAP - @ WLC	12 2-4pm E-Mail Etiquette - WLC	13 2-4 Interview Architect - WLC 1-4pm - Quarterly Safety Mtg / TBD	14	15
16	17 NEO	18 NEBO  DDC 9am-4:30 pm @ Health	19  Fresh Start Cessation Program 9-10 @ WLC	20 DDC 7am-1:30 pm @ Fac & Fleet Management 1-4pm Safety Leadership IV - TBD	21	22
23	24 8-5 Customer Service WLC	25  Sleep Mgmt. 9-11	26 1:30-2:30 Conflict Resolution -EAP-@ WLC	27 1-4p Energy Safe Proced TBD 1-5 Team Building - WLC	28	29
30	31 NEO	Notes:				

# ~ September 2015 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b> NEBO	<b>2</b> 8-5 Customer Service Every 2 Hrs - All Day	<b>3</b> 8-12 Intermediate Excel HR Testing Room	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> Labor Day Holiday	<b>8</b> DDC - INITIAL 8am-5pm at WLC	<b>9</b> DDC - INITIAL 8am-5pm WLC  FreshStart Cessation 9-10	<b>10</b> DDC - INITIAL 8am-5pm WLC  1-4p-Safety Leadership TBD	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b> NEO  DDC 7:30-1:30 @ Env Svcs	<b>15</b> NEBO  9-11 Violence in the Workplace - TBD	<b>16</b> 9-12 - PE - T @ WLC  8:30-9:30 Positive Thinking-EAP TBD  Pre-Retirement Training 8-5	<b>17</b> DDC 7am-1:30 @ Fac & Fleet Maintenance  1-4 Safety Cmte - TBD  Lominger 8:30-12:30 HR Testing Rm	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> 9-11 Email Etiquette - WLC	<b>22</b>	<b>23</b> 9-4 DDC @ EPWU	<b>24</b>  1-4pm - Job Hazard - Annual at WLC  1-5pm Int PowerPoint HR Testing Rm	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b> NEO	<b>29</b> NEBO	<b>30</b> 10-12 - Drug Free WPL - WLC FreshStart Cessation 9-10 2:00-3:00 Anger Mgmt-EAP - WLC	Notes: Topics with a blue background are to be presented by EAP conact Lydia or Jessica		

# ~ October 2015 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Notes:</b> Topics with a blue background are to be presented by EAP conact Lydia or Jessica				<b>1</b> 8-12pm Basic PowerPoint @ HR Testing Room	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b> 2-4pm SHP - WLC	<b>6</b> 8-12pm Basic Excel - WLC	<b>7</b> DDC - Retrain 9-11 am -WLC Sleep Mgmt. 9-11 TBD	<b>8</b> 1-4p - Safety Leadership II - TBD 2-4 - Email Etiquette - WLC	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b> NEO	<b>13</b> NEBO	<b>14</b> 9-11 Fresh Start Cessation at WLC 1-5pm Intermediate Excel HR Testing Rm 1-4pm Benefits & Risk Mngt @	<b>15</b> DDC 7-1:30pm @ Fac Maint 8:30-10:30 Interview Arch WLC 1-4pm Hazard Recognition TBD	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b> 3-5pm Ethics - WLC	<b>20</b> 8-5pm Customer Service WLC / 2 Hr Classes All Day	<b>21</b>	<b>22</b> DDC 9am-4:30 @ Health	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b> NEO	<b>27</b> NEBO	<b>28</b> FreshStart Cessation Program 9-10 @ WLC	<b>29</b> 8-12 Team Bldg - WLC 1-4pm - Holiday Safety- WLC	<b>30</b>	<b>31</b>

# ~ November 2015 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Notes:						1
1 Daylight Savin Time Ends	2 8-5 Customer Service WLC	3 Election Day 1-5pm Basic Excel - WLC	4 9-11 Ethics -- WLC	5 9-11 SHP - WLC	6	7
8	9 NEO	10 NEBO 1-4pm Quarterly Safety Coord Mtg - TBD	11 FreshStart Cessation 9-10 8-10 E-Mail Etiquette -WLC	12 DDC 7am-1:30 @ Facilities & Fleet Maintenance 1-4p Safety Leadership III = WLC 8:30-12:30 Lominger HR Testing Rm	13	14
15	16 8-12 Int Excel - HR Testing Rm DDC 7:30-1:30 @ Env Svcs	17 8am-12Noon - @ WLC Coach 1st, Discipline Last Worksite Wellness 9-12	18 DDC 9am-4pm @ EPWU 8-12 Critical Thinking - WLC	19 8-11am- PIP - WLC 1-4 Hazard Communicatn - TBD 1-5 Team Building - WLC	20	21
22	23 NEO FreshStart Cessation 9-10	24 NEBO	25	26	27	28
29	30	Notes: Topics with a blue background are to be presented by EAP contact Lydia or Jessica Thanksgiving work week will be 8 hours per day covering 10 hour days.				

# ~ December 2015 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b>	<b>2</b> 8-10 am Customer Serv - WLC FreshStart Cessation 9-10 1-5pm - Basic PowerPnt @ HR Testing Room 9-11 - FreshStart Cessation @ Health Room	<b>3</b> 9-12 PE Training - L - WLC	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> NEO	<b>8</b> NEBO  8-5 ustomer Service - TBD	<b>9</b> 8-12 Basic Excel - HR Tstng Rm Pre-Retirement training 8-5	<b>10</b> DDC 7am-1:30 pm @ Fac & Fleet Maintenance 1-4p Safety Leadrshp TBD 8:30-12:30 - Lominger HR Testing Rm	<b>11</b> DDC @ P&R - 8am-2pm	<b>12</b>
<b>13</b>	<b>14</b> 8-5 Customer Service TBD	<b>15</b> 1-5 - Int Excel - HR Tst Rm  Worksite Wellness 9-12	<b>16</b> 2-5 PIP - L - WLC	<b>17</b> DDC 9am-4:30 @ Health  1-4p - Job Hazard Analysis - TBD	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> NEO	<b>22</b> NEBO	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	Notes: Topics with a blue background are to be presented by EAP conact Lydia or Jessica	

